

New SSC Requirements Regarding Material Safety Data Sheets and Affirmative Procurement

Executive Order 13101 of September 14, 1998

*"Greening the Government through
Waste Prevention, Recycling,
and Federal Acquisition"*

**What it means to YOU
as an SSC employee**



Affirmative Procurement

The EPA, through its “Affirmative Procurement” program and Comprehensive Procurement Guideline (CPG), designates items that **MUST** contain recycled material content when purchased by federal, state, and local agencies, or by government contractors using appropriated federal funds. Both the FAR and NPG 8830.1 require that Government purchases of EPA-designated items contain the specified amount of recycled materials unless a request for waiver has been processed.

EPA maintains the list of these products and resources in its Comprehensive Procurement Guideline which can be accessed at:
<http://www.epa.gov/cpg>

GSA Federal Supply Service also has a catalog with products made with recycled materials: Environmental Products and Services Guide

Affirmative Procurement Waivers

An EPA-designated item may be purchased **WITHOUT** recycled material content if any of the following apply:

- Procurement of the recycled content item would result in *inadequate competition*
- Products meeting the recycled content requirements have an *unreasonable price*
- The recycled content item *does not meet quality/performance specifications*
- The recycled content item is *not available within reasonable timeframe*

A waiver form (SSC-747), which is available on the SSC electronic form index, must be completed and signed by the NASA Environmental Officer before EPA-designated items that do not meet recycled content requirements can be purchased.

If a request is submitted for purchase of an Affirmative Procurement item but the Buyer cannot locate the item (i.e., too costly, time delays, etc.), the request will be returned to the originator. The Requestor must complete the waiver form and submit it to the NASA Environmental Office for signature and waiver number. The request and the signed waiver must be returned to the Procurement Office for the procurement to proceed.

Material Safety Data Sheet

A Material Safety Data Sheet (MSDS) is required for the purchase of chemicals or products containing chemicals.

MSDSs contain information about:

Product identification	Health hazard data
Reactivity data	Hazardous ingredients
Spill and leak procedures	Physical data
Protection information	Fire and explosion data

All purchases of chemicals or products that contain chemicals require a current, locally-assigned MSDS number.

Examples:

Fantastick All Purpose Cleaner - MSDS # 0137

Bleach - MSDS # 4186

Superblue Petroleum Oil - MSDS # 1199

Nitric Acid - MSDS # 1446

The original (prior) SSC MSDS system included MSDSs for over 9000 chemical products – however, only a small percentage of those MSDSs has been transferred to the **NEW** SSC MSDS system. New, SSC-approved MSDSs can be accessed and viewed through the SSC Technical Documentation System.

Note: MSDSs are manufacturer-specific.

If the MSDS for the product you want to buy is not in the new system, the MSDS must be submitted to the FOSE Environmental Services office for review, assigned an SSC MSDS number (if approved) and uploaded to the Technical Documentation System.

If the product is not approved for use at SSC, the Requestor will be notified by the FOSE Environmental Services office.

For further information or assistance, contact the following FOSE Representatives:

Rosalind Magee, X81278

Jennifer Meske, X81303

Marcia Stewart, X81302

EPA has designated a total of 54 items in eight product categories, as follows:

Paper and Paper Products

Printing and Writing Papers
Newsprint
Sanitary Tissue Products
Paperboard and Packaging
Miscellaneous Paper Products

Vehicular Products

Lubricating Oil
Retread Tires
Engine Coolants

Construction Products

Building Insulation
Structural Fiberboard
Laminated Paperboard
Cement and Concrete with Coal
Fly Ash
Cement and Concrete with Ground
Granulated Blast Furnace Slag
Polyester Carpet
Floor Tiles and Patio Blocks
Shower and Restroom
Dividers/Partitions
Consolidated and Reprocessed
Latex Paint
Carpet Cushion
Flowable Fill
Railroad Grade Crossing Surfaces

Transportation Products

Temporary Traffic Control Devices
Parking Stops
Channelizers
Delineators
Flexible Delineators

Park and Recreation Products

Playground Surfaces and
Running Tracks
Plastic Fencing
Park Benches and Picnic Tables
Playground Equipment

Landscaping Products

Hydraulic Mulch
Yard Trimmings Compost
Garden and Soaker Hoses
Lawn and Garden Edging
Plastic Lumber Landscaping
Timbers and Posts
Food Waste Compost

Non-Paper Office Products

Office Recycling Containers
Office Waste Receptacles
Plastic Desktop Accessories
Toner Cartridges
Binders
Plastic Trash Bags
Printer Ribbons
Plastic Envelopes
Solid Plastic Binders
Plastic Clipboards
Plastic File Folders
Plastic Clip Portfolios
Plastic Presentation Folders

Miscellaneous Products

Pallets
Sorbents
Industrial Drums
Awards and Plaques
Mats
Manual-grade Strapping
Signage